



# **AGENDA**

## **Regular Meeting of Council of the City of Kenora**

**Tuesday, October 20, 2020  
12:00 p.m.  
City Hall Council Chambers**

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### **1. Call to Order**

### **2. Blessing – Councillor Ralko**

### **3. Public Information Notices**

As required under Notice By-law #144-2007, the public is advised of Council's intention to adopt the following at today's meeting:

- Adopt the 2021 Meeting Calendar
- Amend the Tariff of Fees and Charges bylaw, 'Schedule D–Operations & Infrastructure', to increase water and sewer rates by 3.1% in 2021
- Authorize a budget amendment in the amount of \$3,800 to be funded through the Water and Waste Water Reserve for the purchase of 2020 Xcentric Ripper
- Amend 'Schedule D-Operations & Infrastructure' of the Tariff of Fees and Charges Bylaw to remove the fees for tires up to 16", tires 16.5" to 20" and tires over 20"
- Authorize a budget amendment in the amount of \$54,849 to be funded through contingency reserves to enable the Maintenance Manager Module (MMM) in the City Wide asset management program
- Declare City owned lands known as the 'Howard Property' as surplus to the requirements of the Municipality
- Declare municipal lands locally known as the "Howard Property" surplus to the needs of the municipality and sell such lands to the Kenora District Services Board for the development of Senior's housing
- Council will dissolve the Lake of the Woods Development Commission
- Direct Staff to proceed with the negotiations of the sale of Town Island to the Nature Conservancy of Canada

### **4. Declaration of Pecuniary Interest and the General Nature Thereof**

The Mayor will ask if any Member of Council has any Declarations of Pecuniary Interest and the General Nature Thereof pertaining to any items as follows:

- i) On today's agenda or from a previous meeting;
- ii) From a meeting at which a Member was not in Attendance

### **5. Confirmation of Previous Council Minutes**

- Regular Council – September 15, 2020



Housekeeping Reports  
NOT attached to  
Committee of the  
Whole Agenda

## **6. Presentations/Deputations**

Approximately five (5) minutes per person/group.

## **7. Additions to Agenda** (urgent only)

## **8. Appointments**

- None

## **9. Reports from Committee of the Whole**

### **9.1 Administration & Finance**

- August 2020 Financial Statements
- 2021 Water & Sewer Rate Increase
- Backyard Chickens
- Yard Maintenance Bylaw Exemption Request
- 2021 Council Meeting Calendar

### **9.2 Fire & Emergency Services**

- No Reports

### **9.3 Operations & Infrastructure**

- Budget Amendment – Xcentric Hydraulic Ripper Attachment
- Tariff of Fees and Charges – Tipping Fee for Tires at Transfer Station

### **9.4 Community Services**

- Anicinabe Park – Old Chalet Lane Closure
- Application for New Horizons Seniors Program Funding
- New Horizons Seniors Centre Lease Agreement
- Kenora Rotary Club – Peace Park
- Budget Amendment – Maintenance Manager Module
- Muse Policy Review

### **9.5 Development Services**

- Declaration of Surplus and Sale of Land – KDSB Seniors Housing Project
- Dissolution of the Lake of the Woods Development Commission
- Economic Development and Tourism Advisory Committee
- Sale of Town Island

## **10. Housekeeping Resolutions**

- Bylaw Enforcement Officer Appointment
- CAO Appointment
- CAO-Council Policy #CC-1-1 Amendment
- Kennedy Consulting Limited for the Sustainable Action Plan project
- Amendment to Traffic By-Law Number 180-2015
- Various Committee Minutes
- Water & Wastewater Monthly Summary Report – August 2020

## 11. Tenders

- None

## 12. By-laws

Council will give three readings to the following by-laws: -

- Confirmatory
- Tariff of Fees & Charges-2021 Water & Sewer Rate Increase/Tire Tipping Fees
- Budget Amendment – Xcentric Hydraulic Ripper Attachment
- New Horizons Seniors Centre Lease Agreement
- Budget Amendment – Maintenance Manager Module
- Adoption of Comprehensive Policy Manual for the Muse
- Arts Centre Advisory Committee Terms of Reference
- Indigenous Advisory Committee Terms of Reference
- Museum Advisory Committee Terms of Reference
- Declaration of Surplus and Sale of Land – Howard Property
- Municipal Accommodation Tax Amendment
- Economic Development and Tourism Advisory Committee Terms of Reference
- Bylaw Enforcement Officer Appointment
- CAO Appointment
- CAO-Council Policy #CC-1-1 Amendment
- Kennedy Consulting Limited for the Sustainable Action Plan project
- Amendment to Traffic By-Law Number 180-2015
- Budget Amendment-Operations Centre office reno - bylaw only- passed Sept 15/20

## 13. Notices of Motion

## 14. Proclamations

- Child Care Worker & Early Childhood Education Appreciation Day-October 22<sup>nd</sup>
- Waste Reduction Week – October 19-25<sup>th</sup>
- World Polio Day – Kenora Rotary – October 24<sup>th</sup>

## 15. Announcements (non-action)

## 16. Adjourn to a Closed Session

That pursuant to Section 239 of the Municipal Act, 2001, as amended, authorization for Council to move into a Closed Session to discuss items pertaining to the following: -

- Education & Training Members of Council (2 matters – CAO & Mayor update)
- Labour Relations (1 matter-CUPE negotiations)

## 17. Adjourn Meeting

### Information on Voting by Mayor & Council under The Municipal Act, 2001

**243.** Except as otherwise provided, **every member** of a council shall have **one** vote;

**245.** Any question on which there is a **tie vote shall be deemed to be lost**, except where otherwise provided by any Act;

**246. (1)** If a member present at a meeting at the time of a vote requests immediately before or after the taking of the vote that the vote be recorded, each member present, except a member who is disqualified from voting by any Act, shall announce his or her vote openly and the clerk shall record each vote;

**(2)** A **failure to vote** under subsection (1) by a member who is present at the meeting at the time of the vote and who is qualified to vote shall be **deemed to be a negative vote**.



October 2, 2020

## Housekeeping Council Briefing (direct to Council – does not appear at COW)

**Agenda Item Title:** Appointment of Bylaw Enforcement Officer

**Background Information:**

Following the recent retirement of one of the City's full-time by-law enforcement officers, a new officer has been recruited to fill the vacant position.

Under the authority of the Police Services Act, all bylaw enforcement officers must be appointed by bylaw. This report is to appoint the new officer hired, Timothy Zawacki, who started with the City on September 21, 2020.

Tim has a strong background and experience in law enforcement which makes him an excellent addition to the bylaw enforcement team.

**Resolution for Council:**

That Council hereby appoints Timothy Zawacki as a By-Law Enforcement Officer in and for the City of Kenora under the authority of the Police Services Act; and further

That this appointment shall take effect and come into force upon third and final reading thereof; and further

That By-law Number 79-2009 be hereby repealed.

**Budget:** included in the 2020 operating budget

**Risk Analysis:**

There is no risk to this report as it is a statutory requirement.

**Communication Plan/Notice By-law Requirements:** bylaw required

**Strategic Plan or Other Guiding Document:** administrative only

**Briefing By:** Heather Lajeunesse, Enforcement Division Lead

**Bylaw Required:** Yes

## Council-CAO Covenant



<b>Section</b>	<b>Date</b>	<b>By-Law Number</b>	<b>Page</b>	<b>Of</b>
City Council			1	5
<b>Subsection</b>	<b>Repeals By-Law Number</b>		<b>Policy Number</b>	
	151-2018		CC-1-1	

### We, as Members of the City of Kenora Council will:

- ❖ carry out our responsibilities as set out in the applicable legislation to the best of our abilities
- ❖ make decisions which we believe to be in the best interests of the majority of our citizens, while recognizing that the needs and voices of the minority / minorities need to be thought through and reflected on in such decisions
- ❖ review the background information and advice made available to us by the administration prior to rendering a decision
- ❖ seek further input from our CAO when we are unsure of the issues or uncertain as to the preferred course of action
- ❖ refer any complaints, either written or verbal, about the decisions of the Council or the actions of administration, to the CAO for review, comment and follow-up (as appropriate), or where applicable to the applicable Member of the Senior Leadership Team as outlined within Policy CC-2-2 – Council-Staff Protocols
- ❖ refrain from making any commitments on behalf of the Council to individual citizens or groups other than to take the request up with the Council or CAO and to respond appropriately
- ❖ seek to participate actively in the decision-making process as it occurs at the Council table; make decisions at the table and not away from the table
- ❖ refrain from any public or private criticism of our administration wherein individual employees are identified
- ❖ act as good stewards of the City and as public servants of our citizens through ethical conduct and adhere to the City Council Code of Ethics Policy
- ❖ provide effective leadership through guiding the corporation of the City through annual or longer term goals and priorities (the Business Plan, Strategic Plan, Official Plan and other significant City policy documents), through the budget approval process and by agreeing to reasonable policies which reflect, in our views, the best interests of a majority of our citizens
- ❖ ensure that we formally evaluate the performance of the CAO at least once annually and involve the CAO in this process so as to ensure a full understanding of the Council's candid assessment

## Council CAO Covenant

Policy Number	Page	Of
CC-1-1	2	5

❖ adhere to the governance principles as attached to this Council-CAO Covenant.

### Signatures:

Mayor Daniel Reynard \_\_\_\_\_

Councillor Mort Goss \_\_\_\_\_

Councillor Rory McMillan \_\_\_\_\_

Councillor Andrew Poirier \_\_\_\_\_

Councillor Kirsi Ralko \_\_\_\_\_

Councillor Sharon Smith \_\_\_\_\_

Councillor Chris Van Walleghem \_\_\_\_\_

## Council-CAO Covenant

Policy Number	Page	Of
CC-1-1	3	5

### **I, the Chief Administrative Officer Will:**

- ❖ conduct myself as your chief policy advisor in an honest and ethical manner
- ❖ ensure that the Mayor and Councillors are accorded respect in all of my personal and public comments
- ❖ provide advice (on all issues) which is professionally sound, ethical, legal and in accordance to the policies and objectives of Council
- ❖ guide the actions of the administration so that they are in accordance with the policies and objectives of Council
- ❖ act only on the will of Council as a whole as established by the resolutions, policies and bylaws of Council
- ❖ forward any complaints or concerns of Council to the appropriate department and individual so that reasonable and prompt follow-up is assured
- ❖ ensure that Council is made aware of the full picture with regard to each issue at least to the extent that the administration is aware of such information and ensure that Council has access to the reasonable decision options as well as my recommendation as your CAO
- ❖ seek to ensure that Council is aware of any key issues as they arise and thus avoid the problems associated with surprises
- ❖ maintain a current understanding of the applicable legislation as well as relevant programs, policies and initiatives of other levels of government
- ❖ admit to any mistakes of substance made by myself or my staff and take corrective action
- ❖ listen carefully to the concerns of Council vis-à-vis my performance and seek to improve any deficiencies on an ongoing basis
- ❖ ensure that all major issues are tracked in sufficient detail so as to advise Council of any progress, anticipated problems or decision points
- ❖ adhere to the governance principles as attached to this Council-CAO Covenant.

Signature:

Kyle Attanasio, CAO

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## Council-CAO Covenant

Policy Number	Page	Of
CC-1-1	4	5

### Governance Principles:

- ❖ The will of the majority as it is understood by Council will be reflected in all Council decisions.
- ❖ All Council decision-making save and except that which is protected from public exposure by law shall be conducted openly with the public's right to be present respected.
- ❖ Council members will respect the right of each other to have a difference of opinion on any or all issues and will not attack other Council members for holding and/or voicing a different opinion.
- ❖ Council members will respect the power differential which exists between themselves and their administration and will refrain from public and/or personal criticism; Council will publicly support and respect the role and integrity of its administration.
- ❖ Decisions made by Council at a duly constituted meeting will be deemed to be decisions of Council and will be subject to prompt enforcement by the CAO and / or their staff.
- ❖ Municipal property or information will not be used for personal gain by any member of Council.
- ❖ All advice and information presented to Council by the administration will be treated with respect regardless of whether or not the member agrees with such advice and / or information.
- ❖ Decisions by Council will reflect a thorough decision-making process including staff reports, public board or committee input (if appropriate), public hearings (where required or appropriate) and will be consistent with Council values, mission, goals and objectives.
- ❖ Council will govern the organization through policies, bylaws and resolutions; the administration will manage and administer the decisions of Council and will ensure the effective utilization of the human, fiscal and physical resources.
- ❖ Council will respect the mandate of other area governing or administrative organizations (e.g. Kenora District Services Board, Northwestern Health Unit, etc.) and will seek to work cooperatively with such organizations in the expenditure and use of public resources.

**Council-CAO Covenant**

<b>Policy Number</b>	<b>Page</b>	<b>Of</b>
CC-1-1	5	5

- ❖ Council will seek to ensure that there is an effective monitoring process in place which ensures that its decisions are being implemented effectively and efficiently and in a timely manner.
- ❖ The Mayor, Council and CAO will each adhere to their relevant role statements as approved by Council.

**Initials:**

Mayor Daniel Reynard \_\_\_\_\_

Councillor Mort Goss \_\_\_\_\_

Councillor Andrew Poirier\_\_\_\_\_

Councillor Sharon Smith\_\_\_\_\_

Kyle Attanasio, CAO \_\_\_\_\_

Councillor Rory McMillan \_\_\_\_\_

Councillor Kirsi Ralko \_\_\_\_\_

Councillor Chris Van Wallegghem\_\_\_\_\_



October 3, 2020

## Housekeeping Council Briefing

(direct to Council – does not appear at COW)

**Agenda Item Title:** CAO Appointment

**Background Information:**

Council has completed their recruitment efforts and has hired a new CAO for the City of Kenora. It is now appropriate to appoint the new CAO by bylaw and update the existing Council-CAO Covenant Policy CC-1-1.

**Resolution for Council:**

That Council gives three readings to a bylaw to appoint Kyle Attanasio as the CAO for the City of Kenora effective October 5, 2020; and further

That the Council-CAO Covenant Policy CC-1-1 as part of the City's Comprehensive Policy Manual be hereby amended to reflect the new CAO appointment; and further

That bylaw number 151-2018 be hereby repealed.

**Budget:** N/A

**Risk Analysis:** There is no risk associated with this report and is administrative in nature.

**Communication Plan/Notice By-law Requirements:** bylaws

**Strategic Plan or Other Guiding Document:** administrative

**Briefing By:** Heather Pihulak, Manager of Administration/City Clerk

**Bylaw Required:** yes (2)



September 15, 2020

## Housekeeping Council Briefing (direct to Council – does not appear at COW)

**Agenda Item Title:** Kennedy Consulting Limited Agreement Authorization

**Background Information:**

An agreement was reached between the Corporation of the City of Kenora and Kennedy Consulting Limited for the provision of a Sustainable Action Plan project in the amount of \$78,602 plus HST.

**Resolution for Council:**

That three readings be given to a bylaw to execute an agreement between the Corporation of the City of Kenora and Kennedy Consulting Limited for the Sustainable Action Plan project; and further

That the Mayor and Clerk be authorized to execute this agreement.

**Budget:**

As per the agreement, the total project budget is \$78,602 plus HST. FCM's SNAP program supports 50% of project costs and will cover \$40,000. The City of Kenora's contribution is in the amount of \$40,000.

**Risk Analysis:**

There is a low level of risk as the FCM is funding 50% of this project.

**Communication Plan/Notice By-law Requirements:** Bylaw required

**Strategic Plan or Other Guiding Document:**

- 2-11 The City will consider the impacts of climate change in both rehabilitating existing and designing future infrastructure requirements, as well as work to mitigate the impacts of climate change in relation to City operations
- 2-12 The City will lead and promote environmental sustainability through conservation, smart building design and, where feasible, retro-fit practices for city-owned facilities
- 2-14 The City will continue to advance our leadership position as "Stewards of the Lake" and "Stewards of the Land" by safeguarding water quality on our lakes and optimizing waste diversion practices that reduce future landfill requirements

**Briefing By:** Adam Smith, Manager of Development Services

**Bylaw Required:** Yes

September 23, 2020

## Housekeeping Council Briefing (direct to Council – does not appear at COW)

**Agenda Item Title:** OI Amendment to Traffic By-Law Number 180-2015

**Background Information:**

The following signs were identified as missing from the City of Kenora Traffic Regulation By-law Number 180-2015 during routine inspection by City staff. Some of the identified signs were likely not added when the City assumed roads from developments. Also included, is a recently installed accessible parking sign on Thistle Drive.

**Schedule "K"**

**Accessible Parking Spaces on Municipal Streets**

**Add:**

<u>Column 1</u> <b>STREET</b>	<u>Column 2</u> <b>LOCATION</b>	<u>Column 3</u> <b>SIDE</b>	<u>Column 4</u> <b>TYPE OF PARKING</b>	<u>Column 5</u> <b># SPACES</b>
Thistle Drive	From 12 m west of Park Street, westerly for 9 m	South	45 Angled	1

**Schedule "O"**

**Stop Signs at Intersections**

**Add:**

<u>Column 1</u> <b>INTERSECTION</b>	<u>Column 2</u> <b>FACING TRAFFIC</b>
Hillesden Road and North	West bound at North Marston Drive
Hillesden Road and Coker Road	East bound at Coker Road
Jarnel Drive and Coker Road	North bound at Coker Road
Jarnel Drive and Jakson Drive	South bound at Jakson Drive
Bell Point Road and East Melick Road	East bound at East Melick Road
Aube Drive and Bell Point Road	West bound at Bell Point Road
TJ Way and Jones Road	West bound at Jones Road

**Schedule "P"**  
**Yield Intersections**

**Add:**

<u>Column 1</u> <b>INTERSECTION</b>	<u>Column 2</u> <b>FACING TRAFFIC</b>
Norman Park Community Centre Entrance	Minnesota Street

**Resolution for Council:**

That Council authorizes an amendment to the City of Kenora Traffic Regulation By-law Number 180-2015 to include changes to Schedule "K" – Accessible Parking Spaces on Municipal Streets, Schedule "O" – Stop Signs at Intersections, and Schedule "P" – Yield Intersections; and further

That three readings be given to an amending by-law for this purpose.

**Budget:** N/A

**Risk Analysis:** There is no risk involved. Administrative only.

**Communication Plan/Notice By-law Requirements:**

Resolution and By-law required. J. Hawley, T. Garbachevski, H. Lajeunesse.

**Strategic Plan or other Guiding Document:**

Goal #2: Strengthen Our Foundations

2-4 - The City will act as the catalyst for continuous improvements to the public realm.

## **Housekeeping Council Briefing**

**(direct to Council – does not appear at COW)**

**Agenda Item Title:**

Receipt and Approval of Various Committee Minutes

**Background Information:**

This static monthly report is for the purpose of Council approving and/or receiving various Committee Minutes. Those being approved are the Committees of Council which Council should be approving the actions of those Committees and does so in the form of a by-law under the Confirmatory By-law.

The Minutes being received are typically from local Boards or Corporations for information only (and cannot be 'approved' by Council).

The various Minutes will appear under separate cover as an attachment on SharePoint to this report.

**Resolution for Council:**

That Council hereby adopts the following Minutes from various City of Kenora Committees:

- August 28 & September 16, 2020 – The Muse
- September 16, 2020 – Heritage Kenora

That Council hereby receives the following Minutes from other various Committees:

- May 22 & June 25, 2020 – Kenora Police Services Board
- July 30 & August 27, 2020- District of Kenora Home for the Aged Board of Management; and further

That these Minutes be circulated and ordered filed.

**Briefing By:** Kelly Galbraith, Deputy Clerk

**Bylaw Required:** No



October 5, 2020

## **Housekeeping Council Briefing**

**(direct to Council – does not appear at COW)**

**Agenda Item Title:** 2020 Water & Wastewater Systems Monthly Summary Report – August

**Background Information:**

The Water and Wastewater Division will be providing Council with Water and Wastewater Systems Summary Reports, on a monthly basis.

The purpose of the Report is to provide Council with an understanding on how the water and wastewater systems they own and operate are maintained. Data will be collected at the end of each month and presented to Council for acceptance, see attached.

The Operations and Infrastructure Department recommends that Council accept the 2020 Water and Wastewater Systems Monthly Summary Report for August.

**Resolution for Council:**

That Council of the City of Kenora hereby accepts the August 2020 Kenora Water and Wastewater Systems Monthly Summary Report, as prepared by City administration.

**Budget:** N/A

**Risk Analysis:**

The risk level is low to moderate. The monthly reporting is just standard practice for transparency purposes, and an opportunity to further Council's understanding of the Division's monthly budgeting. No mitigating strategies are required.

**Communication Plan /Notice By-law Requirements:**

Resolution required. Jeff Hawley, WTP, WWTP

**Strategic Plan or other Guiding Document:**

Goal #2 Strengthen Our Foundations

2-1 The City will ensure that our municipal infrastructure is maintained using available resources with the intent of moving towards all City infrastructure being in a good state of repair to ensure certainty, security and long-term stability of our systems.

2-2 The City will keep in the forefront that there is a significant infrastructure deficit, and current and future Councils will need to continue to work towards allocating sufficient resources to be able to adequately address this issue.

2-3 The City will ensure prompt and immediate response times supported by resilient communications in the event of system outages and other emergencies.

**Briefing By:** Jeff Hawley, Operations & Infrastructure Manager

**Bylaw Required:** No



**CITY OF KENORA**

# Monthly Summary Report Water & Wastewater Systems

August 2020

Prepared by: Ray Lindquist, Water & Wastewater Team Lead  
Ryan Peterson, ORO, Water Treatment Plant  
Darryl Wilson, ORO, Wastewater Treatment Plant

## **1.0 Introduction**

This report contains the major maintenance activities and operational events that occurred during the month of August 2020 at the Kenora Area Water Treatment Plant, Kenora Wastewater Treatment Plant, Water Distribution System and Wastewater Collection System. This information report has been prepared for Council to better understand how the systems they own and operate are maintained on a monthly basis.

## **2.0 Water Treatment Plant**

### **2.1 Monthly Flow and Operating Data – See Schedule “A”**

### **2.2 Weekly Bacteriological Samples**

1 Raw, 1 Treated and 6 Distribution for a total of eight (8) samples are taken on a weekly basis.

Sampling was conducted on the following dates:

- August 4
- August 10
- August 17
- August 24
- August 31

One routine sample on August 24 had a count of one Total Coliform. Resample as per Reg 170 showed no Total Coliform. Most Likely an issue with sample collection.

### **2.3 Maintenance**

- Rebuilt high lift #3 electric check valve.
- Removed #1 pump from Pine Portage booster for inspection.
- Installed preventative maintenance kit in spare chlorine regulator.
- Installed rebuilt pulsation dampener on #2 caustic pump.

### **2.4 Training**

- No training took place in August.

### **2.5 Water Quality Complaints**

- There were no water quality complaints in August.

## 2.6 Other Information

- Distribution chlorine residuals were collected on a weekly basis.
- Superchlorination tested and bactis collected for Park Street project and other various new construction.
- Collected microcystin samples for algal monitoring program.
- Collected semiannual alkalinity samples for lead program.
- Lakeside controls on-site for annual calibrations.
- MECP inspector on-site for annual inspection.

## 3.0 Water Distribution System and Wastewater Collection System

### 3.1 Maintenance

#### 3.1.1. Water Distribution

- August 5 – Dug and repaired 100 mm water main at 913 Eleventh Avenue North.
- August 11 – Dug and repaired 100 mm water main at 1235 Thirteenth Avenue North.
- August 12 – Repaired two water leaks on Coney Island water main.
- August 13 – Dug and repaired service line at 31 Main Street Rideout.
- August 21 – Dug and replaced curb stop at 41 Matheson Street South.
- August 31 – Dug and replaced hydrant, hydrant valve, and section of 150 mm water main.

#### 3.1.2. Wastewater Collection

- August 10 – Dug and repaired 412 Rabbit Lake Road.
- August 11 – Grinder pump repairs at 328 Rabbit Lake Road.
- August 12 – Grinder pump repair at 7 Beach Street Coney Island.
- August – 11 house calls for sewer rodding.

#### 3.1.3. Water Thaws:

	August 2019	August 2020
City	0	0
Private	0	0

### 3.2 Training

- There was no training in the month of August.

### 3.3 Water Quality Complaints

- There were no quality complaints for the month of August, see item #2.5 for further details.

### 3.4 Boil Water Advisory(s) – 2020 Date and Location

- There were no boil water advisories in the month of August.

### 3.5 Other Information

- There is no further information to report for the month of August.

## 4.0 Wastewater Treatment Plant

### 4.1 Monthly Flows & Operating Data – See Schedule “B”

### 4.2 Samples

4.2.1. **Monthly** – Laboratory Results from the Complete Analyses of Treated Effluent and Raw Sewage Samples sent out on August 18, 2020 as per the Certificate of Approval’s (COA’s) monitoring and recording requirements are:

- a. Raw Sewage – Total BOD<sub>5</sub> (biological oxygen demand): 68[mg/L]
- b. Final Treatment Effluent – Total CBOD<sub>5</sub> (carbonaceous biological oxygen demand): 9.5 [mg/L] – limit is 25 [mg/L].
- c. Raw Sewage – Total Suspended Solids: 117 [mg/L].
- d. Final Treated Effluent – Total Suspended Solids: 7.0 [mg/L] – limit is 25 [mg/L].

4.2.2. **Weekly** – Laboratory Results on the weekly samples of final treated effluent sent on August 4, 11, 18, 25 for E. Coli. are:

- a. Geometric Means of the samples in August was 6.45organisms/100mL.
- b. Geometric Means Limit as per Certificate of Approval is 200 organisms/100mL.

In summary, raw sewage enters the plant with E. Coli counts of approximately 3 million organisms/100 mL and effluent leaves the plant with a geometric mean of 6.45 organisms/100 mL, which is within the COA’s limit of 200 organisms/100 mL. Plant final effluent CBOD was 9.5 p.p.m., and final effluent T.S.S. was 7.0 p.p.m., both well within the C of A requirements.

### 4.3 Maintenance

- 4.3.1 Sludge press maintenance (clean and grease) 700 building.
- 4.3.2 Replaced belts on south air compressor in the 700 building.

- 4.3.3 Replaced float control on the barscreen in the 100 building.
- 4.3.4 Greased barscreen, grit removal, organic return in the 100 building.
- 4.3.5 Kone Cranes repaired remote on a chain hoist in the 300 building.
- 4.3.6 AutomationNow installed SCADA upgrades.
- 4.3.7 Lakeside process control here to calibrate all flow meters.

#### **4.4 Training**

- No training.

#### **4.5 Other Information**

- 4.5.1 Health and Safety inspection was conducted on August 13, 2020.





## Schedule "B"

### Wastewater Systems Flow & Operating Data Monthly Summary Report - 2020

Wastewater Plant Flows		January	February	March	April	May	June	July	August	September	October	November	December	TOTAL
<u>Influent Flow</u>														
Total Influent Flow	m <sup>3</sup> /mon.	182,766	167,004	196,433	236,210	222,161	321,521	206,069	182,466					1714630
Maximum Daily Influent Flow	m <sup>3</sup> /day	6,213	6,070	8,086	10,169	8,174	28,778	8,379	7,162					83031
Minimum Daily Influent Flow	m <sup>3</sup> /day	5,563	5,441	5,531	6,736	6,299	5,935	5,845	5,288					46638
Average Daily Influent Flow	m <sup>3</sup> /day	5,896	5,759	6,337	7,874	7,166	10,717	6,647	5,886					56282
<u>Effluent Flow</u>														
Total Effluent Flow	m <sup>3</sup> /mon.	169,696	151,757	174,390	205,527	190,124	282,420	280,933	271,542					1726389
Average Daily Flow	m <sup>3</sup> /day	5,474	5,233	5,625	6,851	6,133	9,414	9,062	8,759					56551
<u>Samples</u>														
<u>Weekly Bacteriological --ALS Labs</u>														0
Number of Raw Samples Taken		1	1	1	1	1	1	1	1					8
Number of Treated Samples Taken		5	4	5	4	4	5	4	4					35
Geometric Means (Bacti Samples)		26.67	16.81	3.68	4.33	7.2	40.76	9.67	6.45					115.57
Sludge Hauled to Landfill	m <sup>3</sup> /mon	319.2	273.6	262.2	285	353.4	319	102.6	296					2211
<u>Callouts</u>														
		9	0	0	0	0	2	3	3					17



## Schedule "B"

### Wastewater Systems Flow & Operating Data Monthly Summary Report - 2019

Wastewater Plant Flows		January	February	March	April	May	June	July	August	September	October	November	December	TOTAL
<b>Influent Flow</b>														
Total Influent Flow	m <sup>3</sup> /mon.	163,811	159,863	204,602	318,649	261,392	221,168	272,857	238,683	346,346	492,203	226,130	196,218	3,101,922
Maximum Daily Influent Flow	m <sup>3</sup> /day	5,895	6,062	8,888	14,687	9,974	13,019	13,929	13,457	19,556	29,565	9,109	6,999	151,140
Minimum Daily Influent Flow	m <sup>3</sup> /day	4,870	5,128	5,647	6,572	7,467	6,054	6,301	6,435	8,262	9,205	6,164	5,859	77,964
Average Daily Influent Flow	m <sup>3</sup> /day	5,284	5,709	6,600	10,621	8,432	7,372	8,802	7,699	11,544	15,877	7,537	6,329	101,806
<b>Effluent Flow</b>														
Total Effluent Flow	m <sup>3</sup> /mon.	162,844	152,200	191,435	294,256	236,233	210,140	250,001	222,758	313,079	438,136	205,453	181,013	2,857,548
Average Daily Flow	m <sup>3</sup> /day	5,253	5,436	6,175	9,809	7,620	7,005	8,065	7,185	10,435	14,133	6,848	5,839	93,803
<b>Samples</b>														
Weekly Bacteriological --ALS Labs		5	4	4	5	4	4	5	4	4	5	4	4	52
Number of Raw Samples Taken		1	1	1	1	1	1	1	1	1	1	1	1	12
Number of Treated Samples Taken		5	4	4	5	4	4	5	4	4	5	4	4	52
Geometric Means (Bacti Samples)		10	10	10	10	10	10	15.52	10	22.79	22.21	10	10	
Sludge Hauled to Landfill	m <sup>3</sup> /mon	205.2	228	239.4	273.6	307.8	193.8	319.2	250.8	228	216	262.2	205	2,929
<b>Callouts</b>														
		1	0	1	2	0	6	7	8	9	4	0	21	59



# P R O C L A M A T I O N

## 20<sup>th</sup> Annual Child Care Worker & Early Childhood Education Appreciation Day October 22<sup>nd</sup>, 2020

**Whereas** years of research confirms the benefits of high quality child care for young children's intellectual, emotional, social and physical development and later life outcomes; and

**Whereas** child care promotes the well-being of children and responds to the needs of parents and the broader community by supporting quality of life so that citizens can fully participate in and contribute to the economic and social life of their community; and

**Whereas** trained and knowledgeable Early Childhood Educators and child care staff are the key to quality in early learning and child care programs and champions for children;

**Therefore Be It Resolved** that October 22, 2020 be designated the 20th annual "Child Care Worker & Early Childhood Educator Appreciation Day" in recognition of the education, dedication and commitment of child care workers to children, their families and quality of life of the community.

Now Therefore, I, Daniel Reynard, Mayor for the City of Kenora, do hereby proclaim October 22<sup>nd</sup>, 2020 as the 20<sup>th</sup> annual **Child Care Worker & Early Childhood Education Appreciation Day** in and for the City of Kenora.

Proclaimed at the City of Kenora this 20<sup>th</sup> day of October, 2020

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**Mayor Daniel Reynard**



# P R O C L A M A T I O N

## Waste Reduction Week October 19 - 25, 2020

Whereas as a Municipality, we are committed to reducing our waste, conserving resources, and educating the community about sustainable living; and

Whereas we recognize the generation of solid waste and the needless waste of resources as global environmental problems; and

Whereas we endeavor to take the lead in our community toward environmental sustainability;

Now Therefore, I, Daniel Reynard, Mayor for the City of Kenora do hereby proclaim October 19-25, 2020 as **Waste Reduction Week** in and for the City of Kenora.

Proclaimed at the City of Kenora this 20th day of October, 2020

A handwritten signature in black ink, which appears to read "Daniel Reynard". The signature is written in a cursive style with a large initial "D".

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**Mayor Daniel Reynard**

# **P R O C L A M A T I O N**

## **Rotary International**

WHEREAS, Rotary is a global network of neighbours, friends, leaders, and problem-solvers who unite and take action to create lasting change in communities across the globe; and

WHEREAS, the Rotary motto, Service Above Self, inspires members to provide humanitarian service, follow high ethical standards, and promote goodwill and peace in the world; and

WHEREAS, Rotary in 1985 launched Polio Plus and in 1988 helped establish the Global Polio Eradication Initiative, which today includes the World Health Organization, U.S. Centres for Disease Control and Prevention, UNICEF, and the Bill & Melinda Gates Foundation, and Gavi, the Vaccine Alliance, to immunize the children of the world against polio; and

WHEREAS, polio cases have dropped by 99.9 percent since 1988 and the world stands on the threshold of eradicating the disease; and

WHEREAS, to date, Rotary has contributed more than US\$2.1 billion and countless volunteer hours to protecting more than 2.5 billion children in 122 countries; and

WHEREAS, Rotary is working to raise an additional \$50 million per year, which would be leveraged for maximum impact by an additional \$100 million annually from the Bill & Melinda Gates Foundation; and

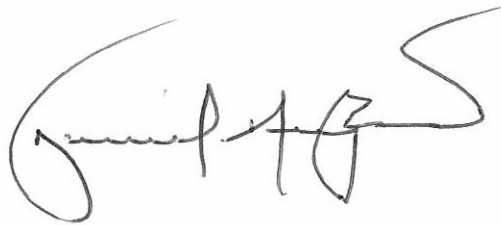
WHEREAS, these efforts are providing much-needed operational support, medical staff, laboratory equipment, and educational materials for health workers and parents; and

WHEREAS, in addition, Rotary has played a major role in decisions by donor governments to contribute more than \$10 billion to the effort; and

WHEREAS, there are over 1.2 million Rotary members in more than 35,000 clubs throughout the world that sponsor service projects to address such critical issues as poverty, disease, hunger, illiteracy, and the environment in their local communities and abroad;

Therefore, I, Mayor Daniel Reynard, of the City of Kenora do hereby proclaim October 24, 2020 **World Polio Day** in Kenora and encourage all citizens to join me and Rotary International in the fight for a polio-free world.

Proclaimed at the City of Kenora this 20<sup>th</sup> day of October, 2020

A handwritten signature in black ink, appearing to read "Daniel Reynard", written in a cursive style.

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**Mayor Daniel Reynard**